

**OCEAN CITY-WRIGHT BOARD OF FIRE  
COMMISSIONERS**

**October 5, 2017**

**MEETING AGENDA**

**5:30 P.M.**

**TRAINING ROOM---OCEAN CITY-WRIGHT FIRE DEPARTMENT**  
**Open to the Public**

- 1. Pledge of Allegiance**
- 2. Approve Agenda**
- 3. Approval of the September 7, 2017 Regular Meeting Minutes**
- 4. Approval of the September 7, 2017 Tentative Budget Meeting Minutes**
- 5. Approval of the September 21, 2017 Final Budget Meeting Minutes**
- 6. Public Comments**
- 7. Acceptance of the August 31, 2017 Financials**
- 8. Business:**
  - A. Presentation -Jason with Bidilla for old Station 1**
  - B. Presentation -Justin Myer with World Impact**
  - C. Discussion and action on sale of 2 Racetrack Rd NE**
- 9. Discussion**
- 10. Adjournment**

Ocean City-Wright Fire Control District  
Board of Fire Commissioners  
Regular Meeting Minutes  
September 7, 2017

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The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman John Johnston at 5:30 P.M. in the training room of the Ocean City-Wright Fire Department.

**Pledge of Allegiance**

**Roll Call**

PRESENT: Chairman, John Johnston; Vice Chairman, Aaron Brown; Secretary-Treasurer, Donna Lambert; Commissioner, Edward Tras; Commissioner, Robert Jankowski; Attorney, Jeff McInnis; Fire Chief, Billy Lord; Deputy Chief, Mark Bundrick and Finance Administrator, Jennifer Benedict

**Approval of Agenda**

MOTION: Vice Chairman Brown made the motion to amend the agenda to remove 6A & B & approve as amended.  
SECOND: Secretary/Treasurer Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

**Approval of the August 3, 2017 Regular Meeting Minutes**

MOTION: Vice Chairman Brown made the motion to approve the minutes.  
SECOND: Commissioner Tras  
VOTE: Unanimously Approved

**Public Comments**

None

**Acceptance of the July 31, 2017 Financials**

MOTION: Commissioner Jankowski made the motion to approve the July 31, 2017 financials.  
SECOND: Secretary/Treasurer Lambert  
DISCUSSION: Commissioner Jankowski commented as to the new format.  
VOTE: Unanimously Approved

**BUSINESS**

**Acceptance of the Firefighter's Pension Trust Fund Budget**

MOTION: Vice-Chairman Brown made the motion to approve the budget for the Firefighter's Pension Fund.  
SECOND: Commissioner Jankowski  
DISCUSSION: Commissioner Jankowski asked where the money comes from. Chief Lord advised it is deducted from the pension fund directly. Mr. Tras asked what the percentage the budget was to the pension balance. Pension balance near \$11,000,000 now. Expense budget \$140,000.

**Approve Amended Budget Effective 9/1/2017**

MOTION: Vice Chairman Brown made the motion to approve the amended budget effective 9/1/17.  
SECOND: Commissioner Tras  
DISCUSSION: None  
VOTE: Unanimously Approved

**Discussion**

Commissioner Jankowski advised he would be absent for October meeting. He asked that the board consider, if presented, voting for the method of sale that give the district the most money. He also expressed concern about the flooring in the bay. Chief Lord advised that the product failed and we were working with the flooring company to correct the floor. Chief Lord also advised that the AC leaks have been remedied. The actual owner of the company came to the station to locate and correct issues with the dampers. Vice Chairman Brown asked about the insulation in the ceiling in the bay, Chief said that we would repair it with tape.

**ADJOURNMENT**

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:45 p.m.

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John Johnston  
Chairman

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Donna Lambert  
Secretary-Treasurer

Ocean City-Wright Fire Control District  
Board of Fire Commissioners  
Tentative Budget Hearing Minutes  
September 7, 2017

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The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman John Johnston at 5:01 P.M. in the training room of the Ocean City-Wright Fire Department.

**Pledge of Allegiance**

**Roll Call**

PRESENT: Chairman, John Johnston; Vice Chairman, Aaron Brown; Secretary-Treasurer, Donna Lambert; Commissioner, Edward Tras; Commissioner, Robert Jankowski; Attorney, Jeff McInnis; Fire Chief, Billy Lord; Deputy Chief, Mark Bundrick and Finance Administrator, Jennifer Benedict

**Discuss proposed millage of 2.58% as a 3.64% change of rolled back rate of 2.494**

No discussion

**Public Comments**

None

**Set & Adopt Tentative Millage Rate**

Attorney McInnis read the Resolution 17-07.

MOTION: Commissioner Jankowski made the motion to Set & Adopt the millage at 2.5800 mills.

SECOND: Commissioner Tras

DISCUSSION: Commissioner Jankowski stated we adopted the 2.58 to build the new station. He hopes when we pay off the building that the millage can be lowered.

VOTE: Unanimously Approved

**Public Comments**

None

**Adopt Tentative Budget**

Attorney McInnis read the Resolution 17-08.

MOTION: Commissioner Jankowski made the motion to Set & Adopt the millage at 2.5800 mills.

SECOND: Commissioner Tras

DISCUSSION: Commissioner Jankowski asked who we received contract income from. Chief Lord advised we receive money from the now privatized Commando Village & NWFSC FWB campus. He also asked about the reserve funds. Jennifer advised him the reserve funds are made up of Impact fees, apparatus reserve, cash on hand, & an investment in a CD.

VOTE: Unanimously Approved

**Public Comments**

None

**Set Final Hearing Date as Thursday, September 21, 2017**

MOTION: Commissioner Tras made the motion to Set the final hearing date to Thursday, 9/21/2017  
@5:01 p.m.  
SECOND: Secretary/Treasurer Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

**ADJOURNMENT**

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:20 p.m.

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John Johnston  
Chairman

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Donna Lambert  
Secretary-Treasurer

Ocean City-Wright Fire Control District  
Board of Fire Commissioners'  
Final Budget Hearing Minutes  
September 21, 2017

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The regular meeting of the Ocean City-Wright Board of Fire Commissioners was called to order by Chairman John Johnston at 5:01 P.M. in the training room of the Ocean City-Wright Fire Department.

**Pledge of Allegiance**

**Roll Call**

PRESENT: Chairman, John Johnston; Vice Chairman, Aaron Brown; Secretary-Treasurer, Donna Lambert; Commissioner, Edward Tras; Attorney, Kyle Bauman; Fire Chief, Billy Lord; and Finance Administrator, Jennifer Benedict

ABSENT: Commissioner, Robert Jankowski; Attorney, Jeff McInnis

**Approval of Agenda**

MOTION: Vice Chairman, Aaron Brown made the motion to approve the agenda

SECOND: Commissioner Tras

DISCUSSION: None

VOTE: Unanimously Approved

**Discuss proposed millage of 2.58% as a 3.64% change of rolled back rate of 2.494**

None

**Public Comments**

None

**Motion to Establish Final Millage Rate**

Attorney Bauman read the Final Millage Resolution 17-09.

MOTION: Commissioner Tras made the motion to establish Final millage at 2.5800 mills.

SECOND: Commissioner Tras

DISCUSSION: None

VOTE: Unanimously Approved

**Public Comments**

None

**Adopt Final Millage Levy Resolution**

MOTION: Vice Chairman, Aaron Brown made the motion to adopt Resolution 17-09.

SECOND: Commissioner Tras

DISCUSSION: None

VOTE: Unanimously Approved

**Public Comments**

None

**Discussion of Proposed Budget**

MOTION: Commissioner Tras made the motion to accept the proposed budget.  
SECOND: Secretary/Treasurer Lambert  
DISCUSSION: None  
VOTE: Unanimously Approved

**Adopt Final Budget Resolution**

Attorney Bauman read the Final Budget Resolution 17-10  
MOTION: Chairman, Aaron Brown made the motion to adopt Resolution 17-10.  
SECOND: Secretary/Treasurer Lambert  
DISCUSSION: NONE  
PUBLIC COMMENT: NONE  
VOTE: Unanimously Approved

**Public Comments**

None

**ADJOURNMENT**

Being no further business, the Ocean City-Wright Fire Control District Board of Fire Commissioners adjourned their regular meeting at 5:06 p.m.

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John Johnston  
Chairman

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Donna Lambert  
Secretary-Treasurer

OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING AUGUST 31, 2017

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
<b>1</b>	<b>REVENUES</b>				
<b>2</b>	COUNTY TAXES - OCW	4,048.58	5,324,464.00	5,426,521.30	(102,057.30)
<b>3</b>	INTEREST EARNED	319.64	8,000.00	4,650.45	3,349.55
<b>4</b>	MISCELLANEOUS INCOME	0.00	0.00	688.58	(688.58)
<b>5</b>	STATE INCENTIVE	0.00	0.00	6,212.26	(6,212.26)
<b>6</b>	STATE GRANT REVENUE	12,874.80	0.00	12,874.80	(12,874.80)
<b>7</b>	CONTRACTS REVENUE	0.00	32,500.00	32,060.00	440.00
<b>8</b>	INSPECTION & PLANS REVIEW FEES	2,648.42	0.00	29,395.31	(29,395.31)
<b>9</b>	IMPACT FEE REVENUE	1,531.44	0.00	133,642.35	(133,642.35)
<b>10</b>	STATE RETIREMENT CONTRIBUTION	258,039.23	0.00	258,039.23	(258,039.23)
<b>11</b>	CARRY FWD FUNDS	0.00	261,561.00	174,734.39	86,826.61
<b>12</b>	OTHER FINANCING SOURCES	0.00	1,393,000.00	1,393,000.00	0.00
<b>13</b>					
<b>14</b>	TOTAL REVENUES	279,462.11	7,019,525.00	7,471,818.67	(452,293.67)
<b>15</b>					
<b>16</b>					
<b>17</b>	<b>EXPENSES</b>				
<b>18</b>	OCW WAGES	185,257.39	2,511,835.00	2,299,524.57	212,310.43
<b>19</b>	FICA - EMPLOYERS PORTION	12,866.48	192,538.00	161,841.82	30,696.18
<b>20</b>	MEDICAL INSURANCE - ER PORTION	32,910.03	428,000.00	390,195.56	37,804.44
<b>21</b>	DENTAL INSURANCE - ER PORTION	1,638.08	21,000.00	16,774.56	4,225.44
<b>22</b>	NRS RETIREMENT	2,026.04	22,000.00	18,726.68	3,273.32
<b>23</b>	STATE CONTRIBUTION EXPENSE	258,039.23	0.00	258,039.23	(258,039.23)
<b>24</b>	RETIREMENT - ER PORTION	62,271.68	869,938.00	796,111.65	73,826.35
<b>25</b>	NON SECTION 175 RETIREMENT	677.28	16,000.00	15,228.09	771.91
<b>26</b>	LIFE INSURANCE - ER	1,559.71	19,000.00	17,130.78	1,869.22
<b>27</b>	WORKERS COMP	0.00	85,154.00	76,207.50	8,946.50
<b>28</b>	VEHICLE & LIABILITY INSURANCE	0.00	100,000.00	98,667.92	1,332.08
<b>29</b>	WATER & SEWER	664.31	7,600.00	6,435.26	1,164.74
<b>30</b>	TELEPHONE	1,181.89	16,000.00	12,678.66	3,321.34
<b>31</b>	ELECTRIC	3,342.00	30,000.00	26,893.88	3,106.12
<b>32</b>	NATURAL GAS	135.49	2,000.00	1,565.65	434.35
<b>33</b>	REFUSE COLLECTION	143.74	4,000.00	2,686.83	1,313.17
<b>34</b>	BUNKER GEAR	4,391.00	38,000.00	16,907.26	21,092.74
<b>35</b>	OTHER MINOR EQUIP & SUPPLIES	7,168.89	46,000.00	40,681.59	5,318.41
<b>36</b>	ALS EXPENSES	2,355.91	4,000.00	2,417.60	1,582.40
<b>37</b>	UNIFORMS	453.20	12,500.00	10,353.31	2,146.69
<b>38</b>	ADMINISTRATIVE SUPPLIES	(324.17)	5,000.00	3,635.38	1,364.62
<b>39</b>	COMPUTER EXPENSES	747.19	24,000.00	21,777.26	2,222.74
<b>40</b>	M & R EQUIPMENT	1,211.86	32,100.00	28,136.61	3,963.39
<b>41</b>	M & R BUILDING	526.32	24,500.00	9,585.71	14,914.29
<b>42</b>	BUILDING SUPPLIES	727.84	8,000.00	7,298.84	701.16
<b>43</b>	M & R VEHICLE	8,084.29	45,000.00	48,939.80	(3,939.80)
<b>44</b>	FUEL & OIL	2,263.78	45,000.00	26,102.25	18,897.75
<b>45</b>	HAZMAT DUES	0.00	8,750.00	8,750.00	0.00
<b>46</b>	REIMBURSABLE GRANT EXPENSE	12,874.80	0.00	12,874.80	(12,874.80)
<b>47</b>	TRAINING	2,978.13	47,000.00	32,473.26	14,526.74
<b>48</b>	FIRE PREVENTION	1,707.02	18,000.00	12,128.64	5,871.36
<b>49</b>	ADVERTISING	0.00	3,500.00	2,564.97	935.03
<b>50</b>	LEGAL & ACCOUNTING	3,784.95	105,239.00	82,250.97	22,988.03



OCEAN CITY-WRIGHT FIRE CONTROL DISTRICT  
INCOME STATEMENT  
FOR THE ELEVEN MONTHS ENDING AUGUST 31, 2017

	DESCRIPTION	CURRENT MONTH	ADOPTED BUDGET	YTD ACTIVITY	REMAINING BUDGET
51	PROPERTY APPRAISER	0.00	73,875.00	73,632.87	242.13
52	TAX COLLECTOR	0.00	109,000.00	108,663.56	336.44
53	MISC MEDICAL	737.16	16,000.00	9,949.27	6,050.73
54	MISCELLANEOUS	51.12	2,500.00	1,596.92	903.08
55	POSTAGE & SHIPPING	87.31	1,800.00	973.15	826.85
56	MEMBERSHIPS & PUBLICATIONS	215.00	1,500.00	838.95	661.05
57	MEETINGS EXPENSE	290.62	4,000.00	2,458.28	1,541.72
58	CENTRAL DISPATCH	441.00	6,000.00	5,651.25	348.75
59	VEHICLE/APPARATUS EXPENSE	0.00	40,187.00	40,187.00	0.00
60	GENERAL FUND	0.00	35,906.00	4,118.38	31,787.62
61	COMMISSIONERS SALARIES	0.00	4,250.00	4,250.00	0.00
62	EQUIPMENT	0.00	19,200.00	14,080.67	5,119.33
63	NEW STATION ONE BUILDING	13,762.94	1,663,000.00	1,567,734.39	95,265.61
64	LOAN INTEREST EXPENSE	0.00	127,903.00	127,903.00	0.00
65	STATION ONE ARCHITECT	0.00	12,750.00	12,750.00	0.00
66	STATION ONE LOAN	0.00	110,000.00	109,333.05	666.95
67					
68	TOTAL EXPENSES	627,249.51	7,019,525.00	6,649,707.63	369,817.37
69					
70					
71	NET INCOME (LOSS)	(347,787.40)	0.00	822,111.04	(822,111.04)